



**County of Bernalillo**  
**State of New Mexico**  
**Procurement & Business Services**  
One Civic Plaza NW, 10th Floor  
Albuquerque, New Mexico 87102  
Office: (505) 468-7013 Fax: (505) 468-7067  
[www.bernco.gov](http://www.bernco.gov)

Date: August 23, 2020

Attn: All Prospective Offerors

From: David Conkle, Purchasing Administrator

Subj: **Request for Proposals (RFB) #0004-21-DC**  
**Delivery of Bulk Gasoline and Diesel Fuel**

The Bernalillo County Procurement and Business Services Department on behalf of the Public Works Division, Fleet and Facilities Management Department, is soliciting bids for Delivery of Bulk Gasoline and Diesel Fuel.

A Non-Mandatory pre-bid conference will be held on **Tuesday, September 1, 2020 (local time) at 10:00 a.m. by MS Teams only**. If you are going to participate, join meeting by phone (Dial-in Number) 1-505-225-7962; Conference ID: -140230541.

Due to COVID-19 restrictions enacted by Governor Michelle Lujan Grisham on March 23, 2020, Bernalillo County has now closed a majority of its facilities to the public until further notice. As a result the Purchasing Section will only be accepting responses to any formal solicitations via an electronic drop box.

Sealed bids will be received until **2:00 p.m. local time on September 17, 2020**, via an electronic drop box. Upload your bid to <http://bcapp.bernco.gov/VendorDocumentUploader>. Bidders must log in using its login and password that was used to download the RFB documents. Please note: the system does not allow a Bidder to upload a response if all documents associated with the solicitation have not been downloaded through Vendor Registration System. Bid submittal must clearly indicate RFB #0004-21-DC, Delivery of Bulk Gasoline and Diesel Fuel. **There will be a bid opening following by MS Teams only. If you are going to participate, join meeting by phone (Dial-in Number) 1-505-225-7962; Conference ID: 697409556.**

Pertinent RFB documents can be downloaded through the purchasing website, <http://www.bernco.gov/general-services/procurement-and-business-services.aspx> at no cost; firms must be registered to download the document. If not registered, interested parties may register at <http://www.bernco.gov/finance/vendor-registration.aspx>. Vendors are also welcome to contact Helen Wesley at (505) 468-7240, or by e-mail [hwesley@bernco.gov](mailto:hwesley@bernco.gov) to request a hard copy document at a cost of 50 cents per page.

Questions regarding the purchasing procedures shall be submitted to: David Conkle, Purchasing Administrator, One Civic Plaza NW, 10th Floor, Purchasing Department, Albuquerque, New Mexico 87102, 505-468-1669 (phone), 505-468-7067 (fax), or e-mail, [dconkle@bernco.gov](mailto:dconkle@bernco.gov).

xc: File – RFB #0004-21-DC

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**COMMISSIONERS**

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Debbie O'Malley, Member, District 1      Steven Michael Quezada, Member, District 2      James M. Collie, Member, District 3

**ELECTED OFFICIALS**

Tanya R. Giddings, Assessor      Linda Stover, Clerk      Cristy J. Carbón-Gaul, Probate Judge      Manuel Gonzales III, Sheriff      Nancy M. Bearce, Treasurer

**COUNTY MANAGER**

Julie Morgas Baca